

Filing Fee Application

The Filing fee is a reduced fee for graduate students who are advanced to candidacy, are eligible to register, and who have completed all requirements for the degree except for filing the master's thesis or doctoral dissertation, or taking the final examination for the master's degree. The Filing Fee is not a form of, nor equivalent to, registration. For the complete policy on Filing Fee, see the Guide to Graduate Policy <http://grad.berkeley.edu/policies/guides/d2-filing-fee/>.

Student's name (Last, first, middle): _____ SID: _____

Address: _____

Email: _____ Major: _____ Degree: _____

Term to use Filing Fee: Fall 20____ Spring 20____

Intend to file dissertation/thesis: Summer 20____ Fall 20____ Spring 20____

Please check the following boxes to verify your eligibility for use of Filing Fee:

- I have not been approved for Filing Fee before (even for a different degree).
- I have verified that I am currently Advanced to Candidacy and am in good standing (not lapsed, terminated, probation etc.)
- I do not hold a GSI, AI-GS, GSR, or Lecturer position (in any department) while on Filing Fee.
- I was a registered student the previous term. (To use the Filing Fee in fall, you must have been registered in the previous spring or summer -- 3 units minimum in summer. To use the Filing Fee in spring, you must have been registered the previous fall.)
- I understand that by using the Filing Fee, I acknowledge that:
 - I am not a registered student and, thus, am not entitled to use any University services supported by registration fees.
 - I will be billed for the Filing Fee (one-half of the current Student Services Fee amount) on my CARS bill.
 - I must update my address in Bear Facts (<http://bearfacts.berkeley.edu>)
 - I might not be eligible to purchase SHIP (Student Health Insurance Plan)
 - I will not be eligible for federal student loans during the semester I'm on filing fee status. I will also lose "in school" deferment status, so any unused grace period will begin at the end of my last semester of enrollment.

WAIT! Before you sign, please be sure that all the above boxes are checked. If you don't meet one or more of the conditions, please don't submit this form yet.

Student's signature: _____ Date: _____

I certify that the student has met the requirements to be eligible for the use of the Filing Fee and endorse this application.

Head Graduate Adviser's signature: _____ Date: _____

Required of all F-1 or J-1 Visa Holders

International Student Adviser's signature: _____ Date: _____

FOR GRADUATE DIVISION USE ONLY

Filing Fee: Approved Denied By: _____ Date: _____